Released under the John F Kennedy Assassination Records Collection Act of 1992 (44 USC 2107 Note). Case#:NW 68261 Date: 09-01-2022

Assassination Records Review Board Final Determination Notification

AGENCY : HSCA

RECORD NUMBER: 180-10068-10307

RECORD SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

December 8, 1995

Status of Document: Postponed in Part

Number of releases of previously postponed information: 6

Reason for Board Action: The Review Board's decision was premised on several factors including: (a) the significant historical interest in the document in question; (b) the absence of evidence that the release of the information would cause harm to the United States or to any individual.

Number of Postponements: 4

Postponements: All the postponements in this document represent Social Security numbers.

Reason for Board Action: The text is redacted because the public disclosure of the redaction could reasonably be expected to constitute an unwarranted invasion of personal privacy, and that invasion of privacy would be so substantial that it outweighs the public interest.

Substitute Language: SSN

Date of Next Review: 2017

Board Review Completed: 10/24/95

Date: 08/20/93

Page:1

JFK ASSASSINATION SYSTEM

IDENTIFICATION FORM

AGENCY INFORMATION

AGENCY : HSCA

RECORD NUMBER: 180-10068-10307

RECORDS SERIES: STAFF PAYROLL RECORDS

AGENCY FILE NUMBER:

DOCUMENT INFORMATION

ORIGINATOR: HSCA

FROM:

TITLE :

DATE: 06/22/77

PAGES: 6

SUBJECTS:

HSCA, ADMINISTRATION

BERLOW, LISA M.

DOCUMENT TYPE : PRINTED FORM

CLASSIFICATION: U
RESTRICTIONS: 3
CURRENT STATUS: P

DATE OF LAST REVIEW: 07/07/93

OPENING CRITERIA:

COMMENTS:

Box #:1.

(Please Use Typewriter or Ballpoint Pen)	U.S. HOUSE OF R Washington,	EPRESENTAT D.C. 20515	IVES (Any erasures, corrections, or on this form must be initiale authorizing official.)		
To the Clerk of the House of R	epresentatives:				
I hereby authorize the followin	g payroll action:				
Employee Name (F	irst-Middle-Last)		Effective Date	o	
Lisa M. Berlow			12/31/78		
Employee Social Security Number			Type of Action		
JFK Act 5 (g) (2) (D) Employing Office or Committee/Subcommittee		1 ''	☐ Appointment		
		☐ Salary☐ Title Cl	Adjustment nange		
Assassinations		☐ Leave \	ation (At close of business on effective date) without pay (Beginning with effective date above an of business	nd ending	
(If home of godien is an American at	Calana Adiana a Tida				
(If type of action is an Appointment,	sition Title	Change, comple			
	orion sine	`	Gross Annual Salary*		
plus the salary received from the employing c					
If Committee Employee, complete 1. Standing Committee: S	appropriate item below.) taff—□ Clerical or □ Profes		ittee: Authority—H. Rest <u>56_</u> of <u>95とか</u>	ongress.	
f Committee Employee, complete 1. Standing Committee: S 2: Special (Investigative st 3. Joint Committee.	appropriate item below.) taff—□ Clerical or □ Profes aff of Standing Committee) o	or Select Comm	ittee: Authority—H. Re8 <u>36</u> of <u>93¢b</u> C	ongress.	
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U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

PAYROLL AUTHORIZATION FORM

(Please Use Typewriter or Ballpoint Pen)

NW 68261

Docld:32243273 Page 3

PAYROLL AUTHORIZATION FORM

(Please Use Typewriter or Ballpoint Pen)

U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

To the Clerk of the House of Representatives:

I hereby authorize the following payroll action-

Employee Name (First-Middle-Last)	Effective Date
lisa M. Berlow	7/1/78
Employee Social Security Number	Type of Action
JFK Act 5 (g)(2)(D)	Appointment Stalary Adjustment
Employing Office or Committee/Subcommittee	☐ Title Change
Assassinations	☐ Termination (At close of business on effective date) ☐ Leave without pay (Beginning with effective date above and endin close of business
If type of action is an Appointment, Salary Adjustment, or	Title Change, complete appropriate information below.)
Position Title	Gross Annual Salary*
	16,100
If employee is a civil service annuitant (includes U.S. House of Representation the salary received from the employing office.	atives), the gross annual salary shown should include the annuity received by the employ
f Committee Employee, complete appropriate item bel	low.)
1. ☐ Standing Committee: Staff—☐ Clerical or ☐	Protessional.
2. A Special University staff of Standing Comm	ittee) or Select Committee: Authority, H. Bas 956
	ittee) or Select Committee: Authority—H. ResofCongress
 Special (Investigative staff of Standing Comm Joint Committee. 	ittee) or Select Committee: Authority—H. ResofCongress
3. Joint Committee.	
3. Joint Committee. If Employee of an Officer of the House, complete item	below.)
3. Joint Committee.	below.)
 3. □ Joint Committee. If Employee of an Officer of the House, complete item Position Number 	below.) , Level Step
3. Doint Committee. If Employee of an Officer of the House, complete item Position Number	below.) , LevelStep riolation of 5 U.S.C. 3110(b), prohibiting the employment of
3. Doint Committee. If Employee of an Officer of the House, complete item Position Number	below.) , LevelStep riolation of 5 U.S.C. 3110(b), prohibiting the employment o
3. Doint Committee. If Employee of an Officer of the House, complete item Position Number	below.) ; Level Step riolation of 5 U.S.C. 3110(b), prohibiting the employment of authorizing Official)
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3. Joint Committee. If Employee of an Officer of the House, complete item Position Number	below.) ; LevelStep riolation of 5 U.S.C. 3110(b), prohibiting the employment of signature of Authorizing Official) [Signature of Authorizing Official] [Type or print name of Authorizing Official] (Title-If Member, District and State)
3. Joint Committee. If Employee of an Officer of the House, complete item Position Number	below.) LevelStep riolation of 5 U.S.C. 3110(b), prohibiting the employment of Signature of Authorizing Official) LOUIS STOKES CHAIRMAN (Type or print name of Authorizing Official) (Title-If Member, District and State) oyees under the House Classification Act and for Committee emps, the Committee on the Budget, and the Joint Committees, must
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PAYROLL AUTHORIZATION FORM

(Please Use Typewriter or Ballpoint Pen)

U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date	
Lisa M. Berlow	December 1, 1977	
Employee Social Security Number	Type of Action	
JFK Act 5 (g)(2)(D)	☐ Appointment	
	☑, Salary Adjustment	
Employing Office or Committee/Subcommittee	☐ Title Change	
Assassinations	 ☐ Termination (At close of business on effective date) ☐ Leave without pay (Beginning with effective date above and ending the state of the state o	
2 mm arms and 8 4 5 mm 5 mm	close of business	
	Specify Date	
If type of action is an Appointment, Salary Adjustment, or Title	Change, complete appropriate information below.)	
Position Title	Gross Annual Salary*	
Researcher	\$15,000	
* If employee is a civil service annuitant (includes U.S. House of Representatives),	the gross annual salary shown should include the annuity received by the emplo	
plus the salary received from the employing office. If Committee Employee, complete appropriate item below.)		
Commisce Employee, complete appropriate item below.)		
1. ☐ Standing Committee: Staff—☐ Clerical or ☐ Profe	essional.	
0 572 6 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	APP APAL	
2. Special (Investigative statt of Standing Committee)	or Select Committee: Authority—H. Res. 455 of 95th Congres	
3. Joint Committee.	or Select Committee: Authority—H. Res.——of ——Congres	
	or Select Committee: Authority—H. Res. of Congres	
	- Appr	
3. □ Joint Committee. If Employee of an Officer of the House, complete item below	w.)	
3. Joint Committee.	w.)	
3. Joint Committee. If Employee of an Officer of the House, complete item below Position Number	w.)	
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3. Joint Committee. If Employee of an Officer of the House, complete item below Position Number	w.) elStep ion of 5 U.S.C. 3110(b), prohibiting the employment of signature of Authorizing Official) (Signature of Authorizing Official) (Type or print name of Authorizing Official)	
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3. Joint Committee. If Employee of an Officer of the House, complete item below Position Number	w.) elStep ion of 5 U.S.C: 3110(b), prohibiting the employment of Signature of Authorizing Official) LOUIS SEOKES (Type or print name of Authorizing Official) (Title-If Member, District and State) s under the House Classification Act and for Committee eme Committee on the Budget, and the Joint Committees, mus Chairman, Committee on House Administration	
3. Joint Committee. If Employee of an Officer of the House, complete item below Position Number	(Signature of Authorizing Official) (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title-If Member, District and State) s under the House Classification Act and for Committee eme e Committee on the Budget, and the Joint Committees, mus	

Copy for Initiating Office or Committee

PAYROLL AUTHORIZATION FORM

(Please Use Typewriter or Ballpoint Pen)

U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

	gen film gen in der	Effective Date
Employee Name (First-Middle-Last) Lisa M. Berlow		6/22/77
Employee Social Security Number		Type of Action
JFK Act 5 (g)(2)(D)	Appointment	
Employing Office or Committee		
		ination (At close of business on effective date)
f type of action is an Appointment or Salary Adjustment, comple	te the fol	lowing information.)
Position Title		Gross Annual Salary
Researcher	· .	\$12,000
Committee Employee, complete appropriate item below.)	tion of the	
1. Standing Committee: Staff—Clerical or Profession	l	
2. Special or Select Committee: Authority—H. Res. 465	of_ 3	261 Congress.
3. Joint Committee.		
Employee of an Officer of the House, complete item below.)		
Employee of all Officer of the House, complete frem below.)	· c · · · · · · ·	
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Position NumberIf applicable, Level	Ste	p:
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I certify that this authorization is not in violation of elatives. ate	s Stoke	(Signature of Authorizing Official) (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title—If Member, District and State) ouse Classification Act and for Committee employment
Louis All-appointments and salary adjustments for employees under loyees, except those of the Committee on Appropriations, the Come approved by the Committee on House Administration.	s Stoke	(Signature of Authorizing Official) (Signature of Authorizing Official) (Type or print name of Authorizing Official) (Title—If Member, District and State) ouse Classification Act and for Committee empthe Budget, and the Joint Committees, must
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Copy for Initiating Office or Committee



MEMORANDUM

TO: ALL STAFF

RE: Payroll Certification

The Regulations and Accounting Procedures for Allowances and Expenses of Committees, Members and Employees of the U.S. House of Representatives require that, among other things, the Committee's monthly payroll certification include the relationship, if any, of each employee to any current Member of Congress. This certification is signed monthly by our Chairman.

The following are the relationships to be included in the certification:

father
mother
son
daughter
brother
sister
uncle
aunt
first cousin

nephew
niece
husband
wife
father-in-law
mother-in-law
son-in-law
daughter-in-law

brother-in-law sister-in-law stepfather stepmother stepbrother stepsister half-brother half-sister

Please complete the appropriate portion below, sign and date this form, which will then become a part of your permanent personnel file. If this status changes, you must notify the Committee's Budget Office immediately of the change.

W	I am not related	to any current	(95th Congress) Men	mber of Congress.
	I am related to a (Please specify.)		Congress) Member o	f Congress.
1 ()				

Signature of Employee

Jen 29, 1977

BENDW 12,000

MEMORANDUM

JFK Act 5 (g)(2)(D)

TO: Louis Stokes, Chairman

FROM: Tom Lambeth, Acting Director

DATE: June 14, 1977

Ny

I would recommend approval of the attached no.

request that Lisa Berlow be hired. At the moment, there are four (4) vacancies on the research staff.

04